



**Michigan Energy Efficiency & Conservation Block Grant
Program:**

Frequently Asked Questions (F.A.Q.)

As of: October 13, 2009

State of Michigan EECBG FAQ

Table of Contents

Project—Application	2
Project—Construction	7
Project—Eligible Activities	8
Project—Job Creation	10
Project—LED Grants.....	10
Buy American	12
Collaboration/Partnerships.....	12
Competitive Bidding.....	15
Contracts	15
Davis Bacon/Prevailing Wage	16
Funding	16
Grant Selection/Scoring	18
Leveraging	19
Miscellaneous/Other	20
State Historical Preservation Office (SHPO)	23

***New questions as of: October 5, 2009**

‡New questions as of: October 13, 2009

MI-EECBG FAQ

Project—Application

1. What census numbers are being used?
 - ***The population data used in determining Michigan’s EECBG funding allocation to eligible applicants is from the Estimated Population of Michigan Cities and Townships by County, 2000-2007 Report***
http://www.michigan.gov/documents/hal/lm_census_subco0007_241745_7.xls
Estimated Population of Michigan by County and Race: 2007
http://www.michigan.gov/documents/hal/lm_census_cr0007_276143_7.xls
2. Do counties and cities get to include seasonal population influxes?
 - ***No. You must use the population number identified in the 2007 U.S. Census reports, cited above.***
3. Does the applicant have to benefit directly from the grant award?
 - ***Not necessarily, but their role in the proposed project should be explained (e.g. leveraged funds contributor, project coordinator, etc.)***
4. Can non-entitlement communities in an entitlement county apply for non-entitlement monies?
 - ***Yes.***
5. Can non-entitlement communities apply for both types of state EECBG grants?
 - ***Yes, non-entitlement communities can submit one proposal for either or both types of grants.***
6. Is there an application template?
 - ***The DeLEG/Bureau of Energy Systems has several Current Requests for Proposals (RFPs) posted at www.michigan.gov/energyoffice.***
7. If you want to apply for both types of grants do you submit two applications?
 - ***Yes, eligible applicants may apply for one or both of the grants, but must submit a separate proposal for each program.***
8. Can faith-based entities apply?
 - ***They cannot apply but can receive monies as a partner with an EECBG grantee.***

9. *Can a recycling authority apply for these EECBG grants?
- ***No, only cities, townships, villages and counties are eligible applicants for these grants; however, others can be a partner in an EECBG project.***
10. *In Section I-K of the RFP, a letter of agreement between the jurisdictions must be submitted, is there a required format?
- ***No. The letter(s) of agreement must be signed by an authorized official from each collaborating local government jurisdiction.***
11. *How do you calculate your LED grant amount if you're applying for both the Multi-Purpose grant and the LED Demonstration grant?
- ***Please refer to Attachment B: Budget Steps for MI-EECBG Multi-purpose & LED Grant Applications of the RFP.***
12. *What is the proposal due date?
- ***Proposals must be received by 5:00 p.m. EST on November 5, 2009.***
13. *If a group of communities want to submit two grant applications (one multi-purpose and one LED), can they receive up to the maximum amount for each grant type?
- ***No, the Non-entitlement grantees can receive up to the maximum of their eligible award amount only if they apply for either the Multi-purpose grant or the LED Demonstration grant. If entities want to apply for both grants they can receive up to the maximum of their eligible award amount for the Multi-purpose grant and up to the maximum of their eligible award amount of the LED Demonstration grant minus their Multi-purpose grant award amount. See RFP, Attachment B and B-1.***
14. *Can an eligible entity submit one proposal for the Multi-Purpose Grant and partner with another entity and apply as a multi-jurisdictional applicant for the Multi-Purpose Grant as well?
- ***No, non-entitlement cities are eligible for only one Multi-purpose Grant, whether they submit alone or as part of a multi-jurisdictional group or not. In most cases, non-entitlements can also submit a separate proposal for the LED Demonstration Grant, but again they can only submit one of these proposals.***
15. ‡Are County Road Commissions eligible to apply for the EECBG Grants?
- ***No, but they can be listed as a partner in a grant application.***

16. ‡Attachment F, *Financial Information*, is not described anywhere in Part V, *Information Required from Applicants*; does this form need to be completed and submitted by the community?
- ***Yes, all forms need to be completed and submitted with the application unless otherwise stated.***
17. ‡Can regions be the applicant on behalf of counties and/or municipalities? Can they administer the project for the county/counties?
- ***No, a “region” is not defined as an eligible applicant in the RFP (refer to page one of the RFP) and therefore cannot apply. Applicants can propose up to 10% for administrative costs whether incurred in-house or under a subcontractor.***
18. ‡By the formula noted to determine the maximum LED demonstration grant, am I correct in deducing that a community can apply for both the Multi-Purpose and LED program and be considered for award of both?
- ***Yes, on page 2 of the RFP under I-D GRANT AWARD it states that eligible applicants may apply for one or both of the grants but must submit a separate proposal for each.***
19. ‡Can a community submit both applications on their own as an individual applicant as well as be part of a multijurisdictional entity applying for a separate initiative?
- ***You cannot apply for both a multi-purpose grant on your own and also be part of a multi-jurisdictional application for a multi-purpose grant. You can apply for both a multi-purpose grant and an LED Demonstration grant either on your own or as part of a multi-jurisdictional application.***
20. ‡As part of the multi-purpose grant can energy study/audits be conducted on government buildings including a Waste Water Treatment Plant? Which section does that fall under?
- ***Yes, you can receive a grant to do energy audits on government buildings. This can be found in Section 3 of Attachment A. A government building is considered a commercial building.***
21. ‡Can you please define what a “start date” is?
- ***The start and ending date of each grant will be listed on the cover page of the grant agreement. We anticipate that half the grants will start sometime in December 2009 and half will start sometime in March of 2010. These are***

estimated dates and the actual start date will depend on how quickly proposals can go through the State of Michigan review and award process. We will make every effort to award all grants as quickly as possible.

22. ‡Is it necessary to register with www.grants.gov or are the necessary forms included with the RFP?
- ***It is only necessary to register with www.grants.gov if you are an entitlement applicant; non-entitlement jurisdictions do not need to register to apply for state EECBG funds.***
23. ‡Can a regional energy office apply for a grant on behalf of another local government?
- ***No, regional energy offices are not eligible applicants under Part I-B of the RFP.***
24. ‡The current RFP PDF format does not allow us to fill it in online including all of the attachments relating to the budget, SHPO, and the Environmental Assessment forms. Can you please provide the forms in a manner in which we can fill them in online and print them to be submitted with the grant application?
- ***The forms are not electronically fillable and should be printed and filled in appropriately. You may attach a list of answers to the form that you've generated in a Word document and that corresponds with the form numbering.***
25. ‡Is an electronic submission of the EECBG proposal valid?
- ***No. Proposals must be mailed to arrive at the Issuing Office by 5 pm, Thursday, October 22, 2009 or hand delivered to:***
611 W. Ottawa Street
4th Floor Ottawa Bldg.
Lansing MI 48933
26. ‡What is the “solicitation number” required on Attachment D?
- ***DE-FOA-0000013***
27. ‡What is an “A-133 audit” required in Attachment F?
- ***An A-133 audit is one that is required of State Governments, Local Governments, and Nonprofit organizations which spend more than \$500,000 in federal funding each year.***

Federal OMB Circular A-133, issued pursuant to the Single Audit Act of 1984, P.L. 98-502, and the Single Audit Act Amendments of 1996, P.L. 104-156 sets

forth standards for obtaining consistency and uniformity among Federal agencies for the audit of States, local governments, and non-profit organizations expending Federal awards.

28. ‡When a county and a city within that county are both independently applying for grants, would their applications be considered mutually exclusive (i.e., only ONE of them would be awarded, not both; even though the proposed projects are not necessarily related or tied together in any way)?
- ***No, both could potentially receive grants.***
29. ‡To apply for a grant under this program, does the project have to start after 12/1/09 or could a project already underway be funded with grant funds?
- ***EECBG funds can be for an activity that supports a larger project that's underway, but must clearly expand or enhance plans for the existing project and, if funded, must be separately tracked and reported. EECBG funds cannot supplant state or local project funding, only supplement.***
30. ‡If funds are requested for the Energy Efficiency and Conservation Strategy development does the final EECS need to be submitted to DOE or DELEG for approval?
- ***The EECS would be submitted to the State of Michigan.***
31. ‡Does the final form of the EECS need to comply with Attachment D of the Funding Opportunity Number: DE-FOA-0000013?
- ***No. However, describe your alternative approach in your proposal.***
32. ‡Are schools eligible on their own to apply for these grants? If not, can it be considered a multi-jurisdictional application if the school is working with a municipality?
- ***Schools are not eligible applicants under Part I-B of the RFP. However, they can be a partner in a multi-jurisdictional application through an agreement with two or more eligible applicants specific to the proposed project in the grant application. Please refer to page 20 of the RFP, VI-A.***
33. ‡While not listed in Part V, Information Required from Applicants, do all applications need to include a completed Attachment F?
- ***Yes, unless your project qualifies for a categorical exclusion. See Attachment A for a list of project areas that do not need to complete Attachment F.***

34. ¶We are formatting our RFP in a narrative form separate from the proposal. We are trying to be concise, and will attach additional budget and survey forms to our proposal. Is this format suitable for you? We are attempting to streamline our RFP.
- ***Your proposal should fit the format provided in Part V – Information Required from Applicants.***
35. ¶The Board of Commissioners has approved the EECBG project, however, there was a suggested correction made to the Resolution and as a result, it will not be signed in time to submit it with the proposal. Can I send the unsigned version?
- ***Any proposal that arrives unsigned will not be reviewed. Suggest having your chief administrative officer sign it ASAP and, if necessary, hand deliver to our offices at the indicated date, time and location in the RFP.***
36. ¶If I am only applying for the LED Demonstration Grant, what is my maximum grant award?
- ***For eligible non-entitlement city applicants applying for the LED Demonstration Grant, the maximum grant award is \$140,000. For eligible non-entitlement county applicants and entitlement communities, the maximum grant award is \$250,000.***
37. ¶Do we need to submit three copies of Attachment F – Financial Statement?
- ***No, one copy will be sufficient for your application.***
38. ¶In completing Attachment F (4.a.), are applicants to identify our current Cognizant Federal Agency or the one it could change to if we receive an EECBG award?
- ***Please list your assigned Cognizant Federal Agency for your current fiscal year. This may be an assigned agency, such a Health and Human Services, or it may be the Agency that you’ve had the most federal grants from in the past year. Check with your chief financial officer for your correct CFA.***

[-Return to Table of Contents-](#)

Project—Construction

39. Can a project be submitted for a building in the construction stage?
- ***Yes, as long as EECBG funds proposed are for eligible energy efficiency and conservation projects or activities, that they do not supplant local funding committed to the project and are not used for construction costs.***

40. ‡Would the construction of a roof overhang to eliminate the use of a “heated” sidewalk system be considered an energy efficiency retrofit?
- **No, this activity would not be eligible.**
41. ‡If a non-entitlement community is listed as a participant on a multi-jurisdictional LED demonstration grant project for an entitlement community application, does that impact the non-entitlement community's eligibility to apply for a multi-purpose grant?
- **No.**
42. ‡How should the information sought by DELEG in Part VI be presented? Should it be integrated into the format outlined under Part V, or provided as a separate attachment?
- **Part VI is the Selection Criteria for proposal scoring and is provided to assist you in preparing your proposal. The various elements of the selection criteria should be integrated into the proposal format as outlined under Part V.**

[-Return to Table of Contents-](#)

Project—Eligible Activities

43. Can you put more than one eligible activity in your proposal?
- **Yes.**
44. Are rural townships eligible?
- **Yes.**
45. Are disposal costs eligible under a project?
- **Yes, if using one of the options listed under Attachment A (10), then disposal costs can be included. All other disposal costs are not covered.**
46. Is LEED certification or training an eligible grant expense?
- **No.**
47. *Is geothermal heating and cooling a qualified project?
- **Yes.**
48. *Are lighting efficiency projects qualified projects?
- **Yes. See RFP Attachment A, Activity #5.**

49. ‡One of the categories for the multi-purpose grant is “Grants to nonprofit organizations and government agencies for ee retrofits.” Does “ee” mean energy efficient and does it include energy efficient retrofits? Similarly, would the replacement of old windows with energy-efficient windows qualify?
- ***Yes, “ee” stands for energy efficiency, and energy efficiency retrofits are included. Replacing old windows with new energy efficient ones would qualify as an energy efficiency retrofit.***
50. ‡Is the development of a regional energy strategy a fundable activity?
- ***Yes, if applying for a multi-purpose grant, this is an eligible activity that can be checked off on the Proposal Cover Page (refer to page 43 of the RFP).***
51. ‡Can funds received from the energy efficiency and conservation block grant program be used for restarting a dam, including monies that would be used for the necessary environmental related due diligence and a feasibility study?
- ***No, this is not an eligible activity. Please see RFP, Attachment A for the list of EECBG-eligible activity areas for this grant.***
52. ‡Can a LED street lighting project be considered in a Multi-purpose Grant proposal?
- ***Replacing traffic signals and street lighting with energy efficient lighting technologies, including LED and other technology of equal or greater energy efficiency is an acceptable activity area under Multi-purpose Grants.***
53. ‡The LED grant specifically is identified as a “Demonstration Grant.” The multi-purpose grant is not. Would the state be just as receptive to projects such as high efficiency boilers in City buildings as opposed to something more visible?
- ***All eligible projects as listed in Attachment A will receive equal consideration for funding.***
54. ‡Does activity (3) on **Attachment A** (conducting residential and commercial building energy audits) include conducting energy audits on public buildings such as municipal offices and/or police/fire stations?
- ***Yes.***
55. ‡Would the construction of skylights be considered an energy efficiency retrofit?
- ***Any retrofit would have to show energy savings.***

[-Return to Table of Contents-](#)

Project—Job Creation

56. How do we calculate jobs created or retained?
- ***The U.S. Department of Energy has not yet specified a method or calculator that sub grantees can use to estimate job creation/retention. Applicants may simply use the Department of Labor method, estimating 1 job created for every \$92,000 of project investment or use another identified economic estimator or calculator. Explain your related jobs and assumptions in your proposal(s).***
57. Does creation of jobs only pertain to "permanent" jobs?
- ***Permanent, temporary and contract jobs created or retained may be estimated in proposals. Actual jobs created and retained will be reported quarterly to the federal government.***
58. How do we measure the impact of intangibles?
- ***The State will provide the locations of key data and benefits calculators to those proposing projects under the RFP to the extent possible.***
59. ‡Can an applicant include indirect job creation/retention figures?
- ***Please refer to page 23 of the RFP, VI-B. It is up to the applicant to provide clear and reasonable documentation/description/calculation of how you determined the number of jobs retained/created.***
60. ‡How far back in the supply chain can the applicant speak to job creation and retention if the jobs are local? Are any points awarded in this category if jobs are contracted locally?
- ***Please refer to Page 23 of the RFP, VI-B.***

[-Return to Table of Contents-](#)

Project—LED Grants

61. If a multi-purpose project grant with an LED component fails, can the LED component become an LED proposal under the LED category?
- ***No, you'd have to apply for each grant separately; also, the LED Demo Grants will require matching funds.***

62. Is the LED allocation a goal or cap?
- ***The state goal to fund 20 – 40 LED demonstration projects with the funding allocated to that activity.***
63. Does induction lighting fall under the LED demonstration grant?
- ***No, but it could be proposed by non-entitlement applicants under the Multi-purpose grants.***
64. Are villages eligible for LED grants?
- ***Yes, villages are now an eligible entity under RFP Amendment 002 published October 22, 2009.***
65. If we've already completed half of a traffic signal LED project, does that help our application?
- ***Yes.***
66. Does the government have to own the lights to receive a grant to upgrade efficiency?
- ***No.***
67. *Can this grant cover re-lamping of a city/county/township to a more energy efficient lighting?
- ***Yes, as long as LED is the technology proposed for this grant program.***
68. *Would LED sidewalk lighting be an eligible LED Demonstration grant project?
- ***Yes.***
69. *Would a project that does not replace existing lighting be ineligible for funding?
- ***The project must produce energy savings and reduction in greenhouse gases which the installation of additional lighting would not achieve.***
70. ‡Can a community receive a grant for engineering and construction costs for LED light installation?
- ***Only if applying for a Multi-purpose grant. If applying for an LED Demonstration grant, however, grant funds can only cover 90% of the equipment costs. The grantee would need to pay for 100% of engineering or construction costs under the LED Demonstration grant.***

71. ‡Our city intends to transform some gas lamps in its downtown district to decorative LED lights. This would require hooking the lamps up to the electric grid. Would the non-labor costs of linking the lamps to the grid qualify as eligible expenses under the LED demonstration section of the RFP?
- ***Yes. If applying for the LED Demonstration Grant, the grant will cover 90% of the equipment costs; the remaining 10% of the equipment costs and all labor, educational and other costs must be covered by the grantee.***
72. ‡Would "equipment" include only the LED products, or could it also include the poles, other materials necessary for construction, and the labor to install the equipment?
- ***Equipment can include the poles and other construction materials but not the labor to install the equipment. Labor is not an eligible cost for this grant.***
73. ‡Can the LED funds be used for new installations, with funds allocated only for the LED lights and fixtures?
- ***Yes, but the amount requested can only be for the incremental cost of the LED lights and fixtures compared to the lighting that would normally be installed.***

[-Return to Table of Contents-](#)

Buy American

74. What is the "Buy American" provision?
- ***This Provision can be found at:***
<http://www.lqprogram.energy.gov/Sect1605ARRA.pdf>
75. *Is there a list of excepted materials?
- ***No.***

[-Return to Table of Contents-](#)

Collaboration/Partnerships

76. Can we include MDOT as a project partner?
- ***Yes.***
77. Who can we collaborate with?
- ***An applicant may collaborate with other eligible local governments.***

78. How does population work with a city/county partnership? Or Tribe?
- ***If a county forms a project partnership with a city then the total population served would be the county's population. If a Tribe joined the partnership, then population used to determine a maximum grant budget may be reduced by that county's Tribal population or remain the same, depending on the type grant being pursued (i.e. Multipurpose or LED Demo).***
79. Does each community need to complete a NEPA questionnaire? E.g. If there are 4 communities partnering for 1 grant.
- ***Yes, that's likely. Every project site proposed will need a NEPA questionnaire completed.***
80. In multi-jurisdictional applications, do communities have to be adjacent?
- ***Not necessarily.***
81. Can partnership communities do their own bidding?
- ***Yes. However increased energy and cost savings may be gained by aggregating the communities' purchasing power and/or by purchasing off state contracts.***
82. What is the importance being given to collaboration?
- ***It reduces the overall number of competing proposals and improves the communities' odds of receiving funds; also, it improves opportunities for leveraging funds, which contribute to project success and the state's overall performance rating. Such performance is to be considered by DOE in making additional EECBG awards to states.***
83. Do all entities in a multi-jurisdictional proposal have to have a project?
- ***Not necessarily, but an explanation should be given as to why collaboration is important to the success of the project and what will be the contribution of the various partners.***
84. If your proposal doesn't include collaboration, is it less competitive?
- ***Not necessarily. The selection criteria includes energy savings & cost effectiveness; job creation & retention; reduction of greenhouse gases; strength of the project/program management and implementation plans; project "shovel-readiness"; and, leveraging of additional dollars.***

85. *Are EECBG funds available to Non Profits?
- ***Non-Profits are not eligible to apply for these two grant programs. However, they may partner with an eligible local government if a letter of agreement is submitted with the proposal, which describes their role in the proposed project(s).***
86. ‡Our community operates a community center building owned by a school district, but leased to both the city and township. Given the unique operating arrangement, would the building be eligible? Would the application be considered a multi-jurisdictional project?
- ***The application would be multi-jurisdictional if either the city or township was identified as the lead organization and both local governments are participating in the project in some way. Evidence of an agreement with the district building owner to upgrade specified energy systems in the target building is needed.***
87. ‡If we include the County Road Commission buildings in the application, does the Road Commission have to be a partner in the multi-jurisdictional application?
- ***If the county government owns the CRC buildings, the Commission would not need to be part of application. However, if the CRC owns the target buildings, a letter of agreement to allow or partner with the county for specified building energy retrofits should be attached.***
88. ‡Would it be eligible under the LED Demonstration program to apply for these funds as a single applicant and also partner with a school district within the county?
- ***This funding is reserved for cities, townships and counties. Special districts and school districts are not eligible to apply. However, if an eligible applicant wants to share their award with special districts or school districts that is permissible.***
89. ‡Can an entitlement community and a non-entitlement community partner together on a grant application?
- ***An Entitlement and an N-E local government can formally partner on a single LED Demo Grant proposal. An Entitlement community cannot be a partner in a multi-jurisdictional proposal for the Multi-purpose Grant. Informal collaboration and coordination is fine and is encouraged.***

[-Return to Table of Contents-](#)

Competitive Bidding

90. *If we're solicited multiple bids for a project and only one company responds, does that satisfy the competitive bid process?
- **Yes.**
91. *We're planning to partner with a specific company on our project as a sole source, is this allowable?
- **No, the project must be competitively bid.**
92. ‡Are we bound to accept the lowest bidder in our competitive bidding or do we have some latitude when it comes to various issues such as delivery time of product, warranty issues, etc.
- **The Issuing Office does not become involved with competitive bidding. After the grant is awarded, competitive bidding is performed via the Grantee's procurement procedures.**
93. ‡Are we able to begin the bid process for our project before receiving word from the State that we have been awarded the grant?
- **No grant activity or expenditure can occur prior to the grant award date.**

[-Return to Table of Contents-](#)

Contracts

94. How far can we be in terms of "shovel ready"?
- **"Shovel ready" means the project has advanced to the stage that laborers may immediately be employed to work as soon as grant funds are made available to the grantee.**
95. ‡Regarding section II-N Cancellation, subsection 2 & 3. Should our Township be concerned about these? Termination of the agreement for convenience or lack of funding for a project once a project was awarded and subsequently started could potentially leave the Township with an obligation that it couldn't fund if funding was cut off. Do you anticipate problems in this area or is the funding already earmarked to the extent that if we were successful in our grant request, that the funding would be there for the completion of our project?
- **This is standard boilerplate language for all DELEG RFPs and will also be part of all grant agreements. We do not anticipate problems in this area.**

[-Return to Table of Contents-](#)

Davis Bacon/Prevailing Wage

96. Does prevailing wage mean union or can we require prevailing wage without requiring union?
- ***If EECBG funds are used, the entire project must adhere to the requirements of the Davis-Bacon Act.***
97. Does prevailing wage rate apply to LED projects?
- ***Yes. The provisions of Davis-Bacon would apply.***
98. If an applicant plans to use in-house labor, does prevailing wage rate still apply?
- ***Davis-Bacon requirements apply to all projects funded directly by or assisted by EECBG funding.***

[-Return to Table of Contents-](#)

Funding

99. Can grant monies be used with state and federal monies?
- ***EECBG funds can be used in conjunction with other public funds for leveraging. However, EECBG funds (or any Federal funds) CANNOT be used as required cost share or match on another Federal project.***
100. Is this a reimbursement grant?
- ***Yes.***
101. Is there any way to get an advance on grant monies?
- ***No, there will be no advance on grant monies for communities participating in the State of Michigan's grants process. The state will work with sub grantees to avoid cash flow issues.***
102. Is there a funding payment deadline?
- ***The maximum deadline for grant payments is 45 days but, payments are usually made much faster; in as little as two weeks.***
103. What is the state retaining for audit?
- ***The State retains a 15% holdback of sub grantees funds, which is reimbursable after the final report has been received, reviewed and approved by the State.***

104. Can communities be reimbursed for energy audits?
- ***Applicants can apply for funds to conduct energy audits during the grant period and then implement projects supported by the audit or audits..***
105. *Can in-kind donations of equipment costs be used as the 10% match?
- ***Yes.***
106. *Can a grantee submit invoices from a consultant after the work is completed and wait to pay the invoice until after a grant disbursement if the consultant is willing to wait on the payment?
- ***Yes.***
107. ‡Is the maximum grant amount spread across the two grant types (multi-purpose and LED), or is the maximum grant amount for EACH grant type.
- ***Please refer to Attachments B & B-1 for funding equations. For multi-jurisdictional grant applicants who are also partnering for an LED grant, subtract your total multi-jurisdictional grant amount from \$650,000.***
108. ‡If I partner with another community how do I figure out the grant amount? Do I take total population of the communities multiply by 3.7975 then add 36,167 once or for each City?
- ***Please refer to page 27 of the RFP and begin with Step 2 under BUDGET STEPS FOR MI EECBG MULTI-PURPOSE GRANT APPLICATIONS (NON-ENTITLEMENT LOCAL GOVERNMENTS). For multi-jurisdictional grant applicants the formula is: (POPULATION x 3.7658) + 36,167 = Award Amount***
109. ‡Could you anticipate a timeline on grant payments after invoices and reports are submitted from successful applicants during the course of a project?
- ***The State of Michigan is required to provide reimbursement for a grant payment request within 45 days of payment request submittal. However, reimbursement is usually made within two weeks if the reimbursement request contains all necessary documentation of expenses and no changes are needed.***
110. ‡Is there a local match required for either grant?
- ***There is no matching or cost-sharing requirement for Multi-Purpose grants. For LED Demonstration grants, 90% of equipment costs will be covered by the grant, but, the remaining 10% of equipment costs, labor and educational costs must be covered by the grantee.***

111. ‡There is a dramatic loss of grant funding with multijurisdictional projects, which can greatly impair the viability of actually completing a proposed project. Where in the application should applicants explain this? Or is it considered irrelevant?
- ***The funding amounts for multi-jurisdictional projects are proportional to the combined population of the multi-jurisdictional entities and are comparable to a single applicant proposal. There should be no significant loss of funding for a multi-jurisdictional project as compared to a single applicant project.***
112. ‡Would an energy audit conducted pro bono in July, 2009 by a local engineering firm be considered an eligible in-kind contribution toward either grant?
- ***No, activities or expenditures prior to the grant start date cannot be considered an eligible in-kind contribution toward either grant.***
113. ‡While not a requirement, are matching funds for the Multi Purpose Grant a preference?
- ***Matching funds for the multi-purpose grant will likely strengthen the proposal; please refer to Page 24 of the RFP, VI-E.***
114. ‡Can Energy Audits of municipal buildings be funded during the EECS development?
- ***Both energy audits and Energy Efficiency and Conservation Strategy development are eligible for funding.***
115. ‡Will there be a second round of funding for this program once the remaining 50% of funding is received from DOE or is this RFP the only funding announcement related to the entire funding amount allocated for this program?
- ***This is the only opportunity to apply for these funds. Upon receiving the remaining 50% of EECBG funding, we will award grants to the next highest applicants based on proposal score until the available funds are exhausted.***

[-Return to Table of Contents-](#)

Grant Selection/Scoring

116. Is there going to be an equalization process for monies between large and small applicants?
- ***No.***

117. What will be the reporting requirements?

- ***There are State and Federal grant reporting requirements. Federal guidance on how sub grantees will report is still pending. It is likely that sub grantees will report only to the State on a quarterly basis, adhering to both the state and federal requirements. The State then would aggregate community project progress and outcomes and report to the Federal government.***

118. Will you have selection criteria weighted?

- ***Selection criteria will be weighted; and weights will be in the RFP.***

119. *In the scoring criteria (Part VI) there does not seem to be any points available for collaboration, will collaboration be scored within one of the five categories listed in the RFP?

- ***Scoring for collaboration is incorporated with Part VI, F and/or E***

[-Return to Table of Contents-](#)

Leveraging

120. Can we implement a project with private leveraging?

- ***Yes.***

121. Any preference given for private or public sector leveraging?

- ***No.***

122. ‡Although not required, will the inclusion of local match monies be considered to gain additional points under the Project Budget and Resource Leveraging category?

- ***Please refer to page 24 of the RFP, VI-E and VI-F.***

123. ‡What qualifies as a match for an entitlement community that applies for an LED demonstration grant? (As we understand, the match is 10% of the equipment costs (up to \$250,000) plus all expenses incurred for labor. We are unclear if there is an additional match above and beyond that.)

- ***If applying for the LED Demonstration Grant, the grant will cover 90% of the equipment costs with the remaining 10% of the equipment costs and ALL labor, educational and other costs covered by the grantee.***

124. ‡In the column labeled “other”, will evidence of “prenotification filing” with the customer’s utility provider offering rebates under its Energy Optimization program be sufficient evidence for the application? (it is unlikely that customers will be able to get commitments from utility companies prior to the October 22 due date for the RFP)
- ***If claiming as leveraged funds committed, the applicant will need to demonstrate in the grant application via a commitment letter or some source of documentation from utility company that the rebates will be approved.***
125. ‡As part of a project, an applicant has filed a lighting incentives request with DTE under the leveraging funds requirement. Is that considered income or can the applicant combine those DTE funds into the grant for other energy efficiency projects?
- ***These would be considered leveraged funds if they are committed to be used for additional energy efficiency work by the applicant.***
126. ‡What if an applicant does not know if they are pre-approved to receive the DTE incentives before the RFP is due Oct 22, 2009? What would happen if they mentioned the DTE incentives in the RFP, but do not receive the funds?
- ***If claiming as leveraged funds committed, the applicant will need to demonstrate in the grant application via a commitment letter or some source of documentation from DTE that the incentives will be approved.***

[-Return to Table of Contents-](#)

Miscellaneous/Other

127. *Is there a requirement for an energy audit before submitting a proposal?
- ***No, an energy audit is not required, but well documented cost savings and payback information is encouraged.***
128. Are there criteria for an energy audit?
- ***There are no specified state requirements for an energy audit. However, applicants are encouraged to specify ASHRAE audit requirements in their bid document for professional services. ASHRAE Level 1 audits are less detailed energy audits that look primarily at low-cost and no-cost measures. ASHRAE Level 2 audits are more detailed energy audits that look at simple measures offering quick return on investment AND more capital intensive measures; providing the client with a list of energy efficiency measures, savings potential, cost to implement and other economic considerations.***
129. *Can you designate a grantee in a multi-jurisdictional grant as a grant administrator?
- ***Yes.***

130. *How would we complete the NEPA environmental checklist for establishment of a revolving loan fund (Activity #4) if we don't know what projects would be applied for or funded?
- ***Complete a NEPA questionnaire for each activity area that has not been designated as a categorical exclusion. If Activity #4 is proposed, describe how you will define and screen eligible loan activities. If the proposal is then selected for state award, the grantee would not receive project funding for the RLF activity until a.) a list of loan applicant projects with their NEPA Questionnaires had been reviewed and approved by DOE or b.) The grantee specifies in their proposal and NEPA form that only activities designated as categorical exclusions are eligible for the loans and lists those areas.***
131. ‡Can you provide the link to the Environmental Assessment (NEPA) form so that we may fill that in online?
- ***All forms provided are not electronically fillable and are not posted to any websites. You may attach a list of answers to the form that corresponds to the form-numbered questions.***
132. ‡Has the energy efficiency and conservation strategy requirement been abandoned? Or is it still required?
- ***You do not need to submit an energy efficiency and conservation strategy with the application or within 120 days of the application. You can apply for a grant to develop and implement an energy efficiency and conservation strategy or hire a technical consultant to assist you in developing and implementing such a strategy. If you apply for a grant for this purpose the project period would be 12 months.***
133. ‡What is a “Cognizant Federal Agency”? Since our municipality did not receive more than \$50,000,001 in Federal Grant awards, we would not be assigned under CFA, correct?
- ***The “Cognizant Federal Agency” is the one that your entity receives the most federal dollars from. The receipt of these funds may be through any means, such as: State of Michigan agreements (with our bureau or other state departments, bureaus, etc.), direct grants awarded from federal agencies, or agreements through or with other entities. The threshold of funds received is \$500,000 when linked to indirect cost determinations; however, even when the amount of federal funds received is less, your cognizant federal agency is still the one through which your entity receives the most federal funds. The Catalogue of Federal Domestic Assistance (CFDA) number is how you know that***

the funds are from a federal source because the awarding entity is required to provide this to you with your agreement information.

134. ‡Are Community Development Block Grant (CDBG) and Neighborhood Stabilization Project (NSP) awards considered sub-wards administered at the County Level.
- ***They are federal funds so they are considered.***
135. ‡Attachment A 1) Where can we locate section 545(b) for reference?
- ***Section 545(b) can be found on page 179 of the Energy Independence and Security Act of 2007, entitled REQUIREMENTS FOR ELIGIBLE ENTITIES.***
136. ‡If we are applying our EECB Grant to recycling project do we need to do the NEPA and the State Historic Preservation Section 106 Review?
- ***A recycling project falls under eligible activity #10 in Attachment A which has a categorical exclusion for NEPA; however, a SHPO Section 106 Review is still required.***
137. ‡We are a County that has, as a Cognizant Federal Agency, the Department of Health and Human Services. In providing the information of the five highest dollar award values for current Federal contracts, do we indicate those awards that apply to our county government or for the awards that apply to our County from other local governments situated within our County)?
- ***They would apply to the County, as an entity, relative to receipt of federal funds, directly or indirectly through another entity's federal agreement.***
138. ‡Is an educational component a requirement of the Multi Purpose Grant? A preference?
- ***No, please refer to Page 23 of the RFP, VI-A.***
139. ‡What is the page limit of each of the grants?
- ***There is no page limit, but please review Section I-M of the RFP (Economy of Preparation).***
140. ‡Could you please provide an example of a completed Line Item Budget listed under Budget Considerations in V-L?
- ***No example is available.***

141. ‡Regarding terms and conditions for ARRA Funded Grants (page 11 of the RFP) – where can details regarding content, timing and submission of reports be found?
- *It can be found in Section IV-B of the RFP. Grant recipients will also receive training regarding the reporting requirement.*

[-Return to Table of Contents-](#)

State Historical Preservation Office (SHPO)

142. What is SHPO?
- *Michigan’s State Historic Preservation Office (SHPO) was established in the late 1960s. Its main function is to provide technical assistance to local communities in their efforts to identify, evaluate, designate and protect Michigan’s historic resources. The SHPO is led by the state historic preservation officer who is designated by the governor to carry out provisions of the Historic Preservation Act of 1966, as amended. The Michigan SHPO can be contacted at (517) 373-1630, or preservation@michigan.gov*
143. Will all buildings involved in EECBG proposals require a Section 106 review?
- *All building meeting the following criteria are required to submit a Section 106 application:*
 - *Is at least 50 years old –AND-*
 - *In a designated Historic District –OR-*
 - *Individually Listed in the National Register of Historic Places –OR-*
 - *Is eligible for listing in the NRHP (either in a district or individually) –OR-*
 - *Is subject to an approved Preservation Easement –OR-*
 - *Any project involving ground disturbing activity (excavation, utility installation, tree removal, etc.)*
144. How does one determine whether a building, site, etc. is historic?
- *To determine whether your building is historic, please follow the subsequent guidelines:*
 - *First check with your local city department. If they have a historic district commission, they will be able to tell if your structure is considered historic.*
 - *Check the SHPO website (<http://www.michigan.gov/shpo>) to find lists of all historic districts in Michigan.*

- **Contact Daniel Schneider (Michigan State Historic Preservation Office: 517-373-7653) or Jessica Williams (Bureau of Energy Systems: 517-373-0444) directly if you are still unsure.**

145. If a project involves several historic buildings, does a Section 106 application need to be submitted for each building?

- ***The Section 106 application is project based and not building based. Therefore, you can submit just one application for your project provided that you include all involved historic buildings on that application.***

146. *Does a municipality have to obtain clearance from SHPO before submitting their grant application?

- ***No, prior approval from SHPO or submission of the SHPO questionnaire is needed; however, complete the SHPO questionnaire and submit with your grant proposed if indicated in the RFP.***

147. ‡Please clarify SHPO Section 106 requirement. The RFP states on page 21: “To avoid any potential adverse effects, the review requires applicants to complete the Section 106 questionnaire for each and any building-related project.” However, generally the Section 106 review is required for buildings over 50 years old. For a building-related project, does the SHPO Section 106 need to be completed and submitted for ANY building, REGARDLESS of age?

- ***If your project involves work on a building that is fifty years of age or older, is listed or eligible for listing on the National Register of Historic Places, is located within a designated historic district, or involves ground disturbing activity (i.e. including excavation, utility installation, grading, tree removals, etc.) then you are required to submit a Section 106 Application.***

148. ‡The SHPO Section 106 found on the SHPO web site does allow you to fill it in online and print it; however it is not the same as the Section 106 form in the RFP.

- ***The SHPO Questionnaire was provided by the SHPO Office and is the most current version of the form. If your project is applicable, please print the form and provide the requested documents.***

149. ¶In the RFP, the application states that all building related activities regardless of historic significance will need to fill out a section 106 application. However, in the FAQs put out, it was stated that only buildings that met certain criteria (older than 50 years, in a historic district, etc) will require a SHPO section 106 review. Can you please explain the discrepancy and whether we need to actually submit an application for Section 106 Review (attachment E) for every building related activity?

- ***The RFP states that all building related activities regardless of historic significance need to comply with Section 106. This is correct if your project involves work on a building that is fifty years of age or older, is listed or eligible for listing on the National Register of Historic Places, is located within a designated historic district, or involves ground disturbing activity (i.e. excavation, tree removal, utility installation, etc.) then you are required to submit a Section 106 Application. The discrepancy is that not all buildings have been listed on the National Register of Historic Places; some buildings have been listed and some are eligible, but have yet to be listed. If a building is at least fifty years of age, it has the potential to be historic and if building related work alters historic significance appropriate documentation needs to be completed to mitigate an adverse effect.***

For further information on Section 106 you may refer to the following link:

http://www.michigan.gov/hal/0,1607,7-160-17449_18638_21819---,00.html

150. ¶SHPO allows applicants to send the questionnaire directly to them, where they will review it and send back a response. Should applicants copy another attachment E and include it in their final document for the Bureau of Energy Systems?

- ***This is incorrect. Please send your Section 106 Application (if applicable) to the Bureau of Energy Systems as part of your proposal submission.***

151. ¶The State's SHPO application for a Section 106 Review requires that we name a Federal funding or permitting agency in our Section 106 Review.

"Every project has a federal funding, licensing, or permitting agency. Include the name, mailing address, and telephone number of the contact person at the federal agency. A federal agency or federally delegated authority contact is mandatory. Projects not receiving federal assistance, nor requiring a federal permit or license, are not subject to Section 106 review except in certain circumstances when mandated by state or local policy. If you do not know your federal agency, please contact the party requiring you to apply for Section 106 review for this information."

Can you give me the name and address of the appropriate agency?

- ***The agency name is The U.S. Department of Energy and an address is not required; in addition, please add “EECBG” to the agency name to assist filing through the SHPO office.***

[-Return to Table of Contents-](#)